

Approved January 7, 2004

WICHITA FALLS METROPOLITAN PLANNING ORGANIZATION
Technical Advisory Committee
Special Called Meeting
Minutes

Friday, December 5, 2003

Voting Members Present:

Darron Leiker – City of Wichita Falls – ACM/Dir. Aviation, Traffic & Trans., Interim MPO Director
Dave Clark – City of Wichita Falls, Dir. of Community Development
James Kelly – TxDOT, Area Engineer
Joe Anderson – TxDOT, Director of Construction
Karen Montgomery-Gagné – City of Wichita Falls MPO, Planner III
Phillip Lujan – TxDOT, District Planning Engineer (Design) Interim for John Barton
Tim Hertel – TxDOT, Director of Operations

Others Present:

Carolyn Askins – TxDOT, Transportation Planning Assistant
Lin Barnett – City of Wichita Falls MPO, Transportation Planner II
Tammy Marlow – TxDOT
Weldon Moser - City of Wichita Falls, Engineering Department

Highway Needs Committee Members:

Visitors:

Jon Möller – Citizen

Absent:

Jeff Hogan - City of Wichita Falls, City Engineer

I. Welcome & Introduction

The MPO Director called the meeting to order at 8:32 a.m.

II. Discussion and Recommendation on the Use of a Qualified Consultant to Complete the 2005 – 2030 Metropolitan Transportation Plan Update

Mr. Leiker opened the meeting with a brief summary of the current make-up of the MPO staff structure stating he was the interim MPO Director and Mr. Barnett was the only full-time MPO staff member. He recommended to the board members, since there was a shortage of staff, that they consider the option of forwarding to the TPC a sample Request For Proposal (RFP) for a qualified consultant to complete the 2005 – 2030 Metropolitan Transportation Plan Update. The scope of services would be delineated and a summarization of the FY 2004 UPWP funding categories, along with either hardcopies or CD's of the City of Laredo's MTP, would be included in the TPC meeting materials. The summarization of funding categories would illustrate where the funds would come from to pay for the consultant fees.

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Mr. Leiker explained the City of Laredo's MTP was included for review because the Laredo MPO successfully used an outside consultant to conduct their 2000 – 2025 update. Staff felt it was important to illustrate the comprehensiveness and thoroughness of their completed plan. Staff also informed the board that using a consultant to complete the MTP qualifies as an eligible expense under Task 4, the Metropolitan Transportation Plan, of the FY 2004 UPWP.

Ms. Askins stated that Mr. Tim Juarez with TxDOT - TPP highly recommended the use of a consultant. Mr. Leiker reminded everyone that the State, as well as the Federal government, was expecting a much more detailed plan than was submitted at the last update.

Mr. Clark motioned to approve forwarding the issue with a sample RFP to TPC for their recommendation and approval. Mr. Anderson seconded the motion. The motion passed unanimously.

III. Public comment on any item not on the agenda

Mr. Möller commented on the upcoming neighborhood meeting concerning commercial zoning over near Kemp and Kell. He proposed that if any information could be ascertained, from this or similar meetings, for MPO use, then the burden of cost for the meeting could be charged to the MPO. He asked that TAC consider this at their next regularly scheduled meeting.

No other comments were made.

IV. Adjourn

The meeting adjourned at 8:46 a.m.

Darron Leiker
Interim MPO Director, TAC Chairperson
ACM, Director of Traffic, Transportation and Aviation